



COCONINO COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL QUALITY

Barbara Worgess
Department Director

PROCEDURE FOR OBTAINING ENDORSEMENT OF NOTICE OF INTENTION TO DRILL A WELL

To obtain endorsement from Environmental Services to drill, deepen, replace or modify a well, Coconino County Environmental Quality must determine that there are no onsite wastewater systems within a 100 feet of your proposed well. The department must review your application and site plan, make a site visit, and perform a record search of our wastewater files. **Please clearly mark the well site by staking or flagging.**

The following must be submitted before endorsement is given:

1. Complete attached application for Notice of Intent to Drill a Well, and submit with \$164.00 fee. Make check payable to C.C.D.H.S.
2. Submit ADWR Notice of Intention (NOI) form attached.
3. Submit site plan (include physical address, landmarks etc.), drawn to scale, as referenced in the NOI instructions. Make sure you include your Assessor's Parcel Number. **Also include detailed directions and drawn map to the property by completing the "property locator form".**
4. Submit appropriate ADWR fee, check payable to ADWR. It will be sent along with your completed NOI forms to the state. (\$100 (Residential) or \$150 Commercial)

After completing our review, our office will forward all documents to ADWR. There is a 15-day processing time for the ADWR office. (All forms not complete will be returned).

If there are any questions, please contact us using the information below.

**PLEASE ALLOW 10 WORKING DAYS FOR ENVIRONMENTAL SERVICES TO
REVIEW APPLICATIONS.**



COCONINO COUNTY
HEALTH DEPARTMENT

ENVIRONMENTAL QUALITY

APPLICATION FOR NOTICE
OF INTENT TO DRILL A WELL

Barbara Worgess
Director

ON-SITE INSPECTION FEE: \$164.00

☐ Residential

☐ Commercial

Location of Property (i.e.: Subdivision, Unit, Lot): _____

Assessor's Parcel # (**Required**): _____
(Please call 928-779-6502 if you do not know the Assessor's Parcel #)

Septic Permit Number: _____

Name of Property Owner/Business Name: _____

Owner's Mailing Address: _____

_____ Telephone: _____

Name of Well Driller: _____ Telephone: _____

Septic System currently on property? _____ Shown on Site Plan? _____

Well currently on property? _____ Shown on Site Plan? _____

CHECKLIST:

- _____ \$164.00 CHECK TO CCDHS
- _____ ADWR Notice Of Intent to Drill
- _____ ADWR Site Plan
- _____ \$100.00 ADWR Check <35gpm **or**
- _____ \$150.00 ADWR Check >35gpm **or**
- _____ \$160.00 ADWR Check – Commercial
- _____ Well Site staked or flagged
- _____ County - Property Locator form

DO NOT WRITE BELOW THIS LINE

_____ Date Received

_____ Receipt Number

Comments: _____

